

N E W S L E T T E R

Kentucky Department for Libraries and Archives

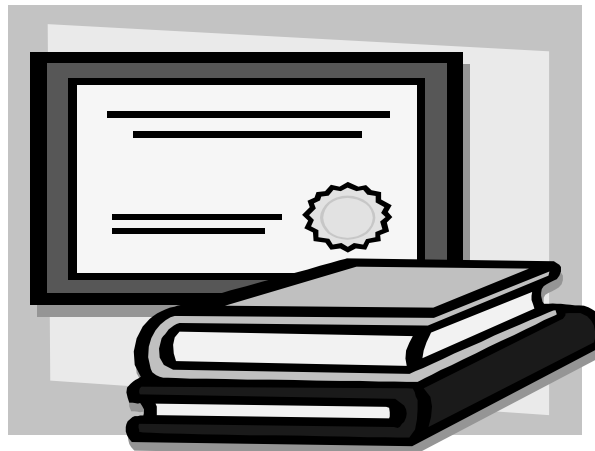
www.kdla.ky.gov

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STANDARDS: HOW DO YOU RATE?

In 2002, the Kentucky Library Association introduced standards for Kentucky's public libraries. Since then, this document has been used to rate the strengths and weaknesses of libraries. These standards are voluntary, and they measure a library's progress in the following areas: Governance, Personnel, Access, Collections, Services, Technology, Facilities, and Marketing. These Standards are the result of a massive year-long effort involving approximately fifty librarians from across the Commonwealth. Eight committees worked over the course of months to draft standards for individual categories. Several months of editing followed, and the final document was presented at the 2002 Kentucky Library Association (KLA) Public Library Section Spring Conference.



Following the adoption of the standards by KLA, a Standards Committee was created to keep the document updated and to encourage its use. The Standards Committee of the Kentucky Public Library Association (KPLA) is made up of public library and KDLA staff. For library boards and directors that choose to measure themselves, the Standards Committee has compiled a scoring system that will enable public libraries to achieve

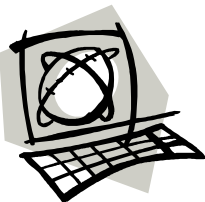
an overall rating of Basic, Enhanced, or Comprehensive. A score sheet will be completed by each library system choosing to participate, and the Standards Committee will tally the scores to determine an overall rating. Those libraries reaching overall levels of Basic, Enhanced, or Comprehensive will be recognized at the spring KPLA conference and will receive a certificate. Information regarding the scoring system will be made available to public libraries in the coming year.

Standards are important to public libraries. They identify strengths and weaknesses, provide a rational basis for requesting greater funding, and recognize achievement. In addition, standards may become an integral piece of the library's long range planning process.

The Standards document is an evolving one. As libraries in Kentucky meet the standards as they exist today, the bar will be raised to ensure continued growth and progress. The standards will remain voluntary; however, because of their value in evaluating the library, it is hoped that all or most of the public libraries in Kentucky will engage in an evaluation using the standards.

NEW KDLA WEB SITE

The Kentucky Department for Libraries and Archives has just launched its new, redesigned web site at <http://kdla.ky.gov>. This is the KDLA site's first major revision since its debut in 1996.



The new site, illustrated with historical photographs and records, now meets the common look and feel of the Kentucky government web site standard. An important feature of the site is that the KDLA online catalog is accessible from every page. Home page features now include a "County of the Month," and a profiled "Library of the Month." Visitor information is also included, with hours, driving directions, and a listing of the department's closings.

Further features of the KDLA site are:

- "Ask A Librarian" -- online reference assistance from KDLA professionals;
- Research information on Kentucky topics; Genealogy research help and online ordering forms;
- Kentucky Library Job Hotline;
- Full listing of online publications and research resources on family history research, Kentucky's state symbols, and Kentucky history;
- Bibliographies of management/employee training and wellness/lifestyle topics;
- Complete listing of government records management assistance for local communities;
- Links to reputable sources outside of KDLA to further research on topics including genealogy, distance learning, history and historical documents, and women's history resources.

The new site is part of KDLA's efforts to increase public awareness of programs, collections, and services, and to offer timely and efficient customer service to users of the web site. You are invited to visit the new site at <http://kdla.ky.gov>.

WELCOME, NEW FIELD STAFF

Jimmie Epling began work as the new Fivco/Big Sandy Regional Librarian on December 1, 2003. Jimmie received his library degree from the University of South Carolina and has over 20 years experience in libraries. He was most recently Ohio Valley Area Libraries Director. Welcome, Jimmie!

PUBLIC LIBRARY GRANTS

The Kentucky Book Fair, Inc. will offer grants to school and public libraries from the proceeds of the annual book sale. The grants may expand collections or replace old books. Minimum grants will be \$500, and maximum grants will be \$1,000.

The application deadline is December 31, 2003. Information about the Kentucky Book Fair Grants and the application may be found at <http://kybookfair.ky.gov/03Grants.htm>.

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Kentucky Department for Libraries and Archives

Serving Kentucky's Need to Know



An agency of the Education, Arts & Humanities Cabinet

PUBLIC LIBRARY AND BOOK-MOBILE DAY

In honor of the fiftieth anniversary of Kentucky Bookmobiles, the Legislative Committee of the Kentucky Public Library Association has declared Wednesday, February 11th, Public Library and Bookmobile Day in Frankfort.

The Committee's vision is a bookmobile-lined street leading up to the Capitol, with many, many library trustees, patrons, and staff inside the Annex meeting with their legislators.

Please mark your calendars. If there is any way you can take your bookmobile to Frankfort, plan to do so. For more information, please contact Susie Lawrence, Chair, KLA/KPLA Legislative Committee at <slawrence@jesspublib.org>.

WE THE PEOPLE GRANT

The American Library Association (ALA) Public Programs Office and the National Endowment for the Humanities (NEH) are accepting applications from public and school (K-12) libraries for the *We The People Bookshelf* grants.

Part of National Endowment for the Humanities' *We The People* initiative, the Bookshelf project will award the 15 Bookshelf books for young readers to up to 500 libraries across the country. Selected libraries are required to present programs that highlight the theme of "courage" and encourage young readers to explore these works.

Libraries interested in receiving the *We The People Bookshelf* grant can view the application and guidelines at <www.ala.org/wethepeople> or <www.wethepeople.gov>. Applications are being accepted online until February 15, 2004 for Round Two.

KHC PUBLICATIONS

The Kentucky Humanities Council has two new publications. *Going On 200* spotlights Kentucky's centennial businesses. With an introduction by Dr. Thomas Clark, this will be a vital addition to Kentucky collections.

Into the Wilderness is a new addition to the "New Books for New Readers" series. Written on a 4th grade level, author James Holmberg recounts the story of the Lewis and Clark Expedition. Information about programs, materials, and services provided by the Kentucky Humanities Council can be found at <www.kyhumanities.org>.



USEFUL ONLINE RESOURCES

Have you heard about these online newsletters for technology and public libraries? *Connections* is a web-zine designed to provide assistance in keeping the public library connected to the community. The web address is <www.gatesfoundation.org/Libraries/RelatedInfo/ConnectionsArchive.htm>.

WebJunction is an online community of libraries and other agencies sharing knowledge and experience to provide the broadest public access to information technology. It can be found at <www.webjunction.org/do/Home>.

SAVE AMERICA'S LIBRARIES

A new video and television public service announcement (PSA) is now available from the American Library Association (ALA) Public Information Office to help the library community address the cutbacks facing libraries nationwide and garner support for library funding. The message is: "The future is @ your library, so make sure your library has a future." The video and PSA are part of ALA's Save America's Libraries Campaign, an initiative of @ your library, The Campaign for America's Libraries.

The five-minute video was created for use at meetings to educate influential persons about the library funding crisis. The video promotes the value of libraries and librarians; showcases successful library rallies and outreach efforts across the country; highlights coverage of the funding crisis; and offers an action list of how to support library funding efforts.

The 30-second PSA showcases why libraries are needed more than ever in difficult fiscal times, and it encourages viewers to support their school, academic or public library. Libraries are invited to customize the PSA with local contact information at the end of the spot or use the version with the national tag that ALA developed. Both the video and PSA are closed-captioned for the hearing impaired.

The video and two versions of the PSA are available on VHS for \$40 and on Beta SP for \$50. Other formats are available upon request by calling the ALA Public Information Office at 800-545-2433 ext 5041.

"I have always imagined that Paradise will be a kind of library."

Jorge Luis Borges (1899-1986)

NLW MATERIALS AVAILABLE

National Library Week will be celebrated April 18-24, 2004. The official National Library Week poster, mini poster, bookmark, and banner feature bright colors and all-inclusive silhouettes. The materials are available from ALA Graphics for purchase separately or in sets with special pricing.

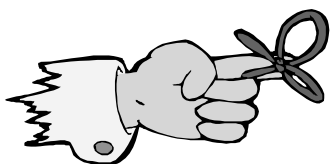
Libraries also can save time and money by purchasing ALA Graphic's cutting-edge Library People CD. This innovative CD allows libraries to create their own customized artwork to celebrate National Library Week as well as promote libraries year-round. The CD includes design elements from the National Library Week campaign poster and bookmark, as well as graphics for page borders, web banners, buttons, stationery and more. To order, see the current ALA Graphics Catalog, call 1-866-SHOP-ALA, send a fax to 770-280-4155 or visit the ALA Online Store at <www.alastore.ala.org>.

SPIRIT FOAM WINDOW PAINTS

A Children's Librarian in Kentucky recommends a product called "Spirit Foam" for use on windows for exhibits. It is similar to colored shaving cream. It comes in a spray can and sells for \$3-\$4. It goes on light and fluffy and then "gels." As far as removal, it literally peels off -- no shadow, no residue, and no runny messes. Spirit Foam may be purchased at discount superstores, and arts and crafts stores. It comes in a variety of colors, and it is very visible.

ANNUAL SUMMATIONS DUE

It's that time again. Library employees who must renew their certification should send Annual Summations to their Regional Librarian by January 31, 2004. These Annual Summations should include a Learning Activity Report and supporting documentation for all continuing education activities completed during 2003.



PLANNING FOR EVENTS AHEAD

Don't forget the following special events and dates for library related activities:

January 9-14 American Library Association Midwinter Meeting in San Diego.

February 24-28 Public Library Association conference in Seattle.

March 2 Summer Reading workshop in Frankfort.

March 3 Summer Reading workshop in Frankfort.

March 4 Summer Reading workshop in Frankfort.

For information regarding workshop opportunities, please check KDLA's web page at www.kdla.ky.gov/libsupport/continuinged.htm.

CHEAP TEEN PROGRAM IDEAS

- Teen poetry slam
- Mystery night
- Scavenger hunt
- Teen book club & discussion group
- Crafts (beads, jewelry, etc.)
- Shopping trip to major book store
- Teen movies
- Harry Potter night
- Teen Advisory Board
- Lock-ins & Over-nighters
- Assisting in story times and other young youth events
- Trivia event
- Board game event
- Karaoke & Talent Show
- Stand up comic night
- Humane Society (bring dogs, etc.)
- Art show
- Teen make-over
- Social and Current events & issues program
- Surveys
- Hair styling
- Junk yard wars (producing an object out of recyclables or "junk")
- Marble chasers (competitive marble race in tubes...you figure it out)
- Food tasting (different pizzas, pop, ice cream, etc.)
- Our favorites (teens choose favorite restaurants, stores, food, books, movies, places to go, etc. in your library's service area or town)
- Battle of the bands
- Car mechanic (how to check oil, etc.)

Reprinted from *Rural Library Services Newsletter*

TEEN PRIZE IDEAS

Teens want stuff like money...not trinkets. Peruse your yellow pages or drive around your town's business district and request donations of \$5-\$10 gift cards.

Reprinted from *Rural Library Services Newsletter*

‘CROSS THE COMMONWEALTH



All across the Commonwealth public libraries and librarians are doing remarkable things that deserve the recognition of their colleagues. This column highlights some of these. Additional items for inclusion are welcome. Please e-mail items of interest to <marjorie.flowers@ky.gov>.

Dave Denton, **McCracken County Public Library** Board Chairman, presented **Jennie Boyarski** with a Kentucky Colonel Award. Ms. Boyarski is Friends of the Library Summer Book Sale Chairwoman for the past several years. Since 1992, the Friends have donated well over \$88,000 to the library and given more than 6,000 volunteer hours.

The **Campbell County Public Library** opened its newest branch on Wednesday, September 24: The Children’s Branch. The Children’s Branch is the newest addition to Library’s website. It can be viewed at <www.cc-pl.org/children.htm>.

The **McCracken County Public Library** received a \$500 gift from the Rotary Club of Paducah to support an additional Summer Reading Program.

In its first amnesty for overdue fines in 25 years, the **Lexington Public Library** collected more than 7,048 pounds of food during “Foods for Fines” week. The program allowed patrons with overdue books to have their fines forgiven in exchange for a donation of a food item. A total of 6,588 overdue items were returned, and the estimated retail value of the donations was \$11,911.

The **Woodford County Public Library** conducted a successful petition drive which raised the tax rate from 3.3 cents to 6.0 cents.

The **Daviess County Public Library** raised its property tax from 4.1 cents to 5.6 cents.

BILINGUAL CAFÉ

Native Spanish speakers and native English speakers come together at the Lexington Public Library to meet each other and help each other with language skills in an informal environment. The program, called the Bilingual Café, is held every other Saturday at the Central Library.

They chat about the weather, about their hometowns, and other everyday things. Sometimes the chat is in English, sometimes in Spanish. When someone struggles for a word – regardless of which language – another steps in to help.

The key to the program is a relaxed setting where people feel free to talk, or just listen, as much as they feel comfortable with, Jennifer Hubbard-Sanchez, the program’s coordinator, says. Although she prepares a plan for each meeting, she does not approach it as a teacher preparing for class.

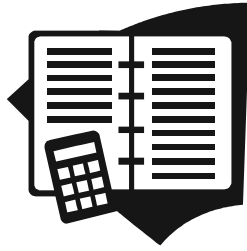
There are no tests and no homework, just people coming together to help each other communicate in a new language, whether that language is English or Spanish. A number of countries have been represented, from Venezuela to Ireland.

The Bilingual Café helps Spanish speakers to adjust to an environment where most people speak English. It helps English speakers learn a language spoken by a growing number of residents.



GASB 34 FOR PUBLIC LIBRARIES

This year, most public library audits must follow new guidelines known as GASB 34. GASB stands for Governmental Accounting Standards Board. There are a number of significant differences in GASB 34 and the old Yellow Book audits.



Income, expenditures, liabilities, and assets must be reported using an accrual basis rather than cash basis. Confused? Your auditor should be well-versed in the requirements of GASB 34.

Your Regional Librarian can assist you with further information about the implementation of GASB 34, including selected handouts and suggested web sites to visit. For a quick overview of the subject, check out the Auditor of Public Accounts PowerPoint presentation discussion public library audits at <www.kyauditor.net/Public/Gasb_34/Public_Library_Workshop.asp>

In addition, the Wyoming State Library has produced a manual entitled “Public Libraries and GASB 34 Reporting: A Non-authoritative Guide to the New Financial Reporting.” This document is located at <<http://will.state.wy.us/slpub/release/GASB.pdf>>.

SELECTIONOTES ONLINE!

The November/December edition of SelectionNotes is now online! This issue focuses on serving the needs of our Spanish-speaking patrons. There’s something here for everyone – whether you’re just thinking about including some Spanish language titles in your collection or if you’re already offering a range of services to Spanish speakers in your community. Check it out at <<http://kdl.ky.gov/onlinepubs/selectionnotes/selectionnotes.htm>>.

TEST YOUR LIBRARY IQ

How much do you know about your library? Take this test and see!

1. What is the library’s total budget for this fiscal year?
2. How many volumes are in your library’s collection?
3. What was your library’s total circulation last year?
4. How many hours per week is your library open?
5. Name three sources from which your library receives funds.
6. Name five services other than checking out books that your library offers.
7. Name three services KDLA offers to your library.
8. When was your library established?
9. How does your library serve people who cannot come to the library?
10. How many children registered in the last Summer Reading Program?
11. How many total employees does your library have?
12. When does the library board hold its regular meeting?
13. How many videos/DVDs circulated last year?
14. How many people used the Internet last year?
15. What equipment does your library have for check-out?
16. How much money will your library spend on public relations this year?
17. How many locations have served as your county’s library?

How did you do? If you got 16-17 correct, you are a library genius; 13-15, you know a great deal about your library. If you answered fewer than 13 correctly, there is a lot you need to learn about your library, and today is a good time to start! Check with your library director for the correct answers.

IN MEMORY

Mary Sue Wood, former KDLA Library Technician, passed away in September. Mary Sue worked in the Pennyrile Office, then located in Princeton, for many years.

LIBRARY TRIVIA CORNER

Can you unscramble 10 types of reference books?

1. IFLED EDGIU
2. RICDYTORE
3. EECCAIDNOPLY
4. ZEGETTRAE
5. CEOCNNCDROA
6. NIIODATCYR
7. CAMALAN
8. NUNALA
9. SALTA
10. XIDEN

For the correct answers, check the web version of this newsletter at KDLA's site.

In This Issue

• Standards: How Do You Rate?	1
• New KDLA Site	2
• Welcome, New Field Staff	2
• Public Library Grants	2
• Public Library & Bookmobile Day	3
• We The People Grant	3
• KHC Publications	3
• Useful Online Resources	3
• Save America's Libraries	4
• NLW Materials Available	4
• Spirit Foam Window Paints	4
• Annual Summations Due	5
• Planning for Events Ahead	5
• Cheap Teen Program Ideas	5
• Teen Prize Ideas	5
• 'Cross the Commonwealth	6
• Bilingual Café	6
• GASB 34 For Public Libraries	7
• Test Your Library IQ	7
• In Memory	7

Answers to Library Trivia Corner:

1. field guide
2. directory
3. encyclopedia
4. gazetteer
5. concordance
6. dictionary
7. almanac
8. annual
9. atlas
10. index